

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
SEPTEMBER 25, 2012**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, September 25, 2012, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita S. Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Assistant Street Commissioner Jeffrey Theising, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Building Commissioner/Zoning Administrator Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on September 11, 2012. Thereafter, a **motion** was made by David Prechtel and seconded by Mayor Seitz to approve the minutes as presented. Motion carried 3-0.

RESCHEDULE MEETING

Mayor Seitz said he was asked to deliver welcoming remarks at the Buy Indiana event at Crane on October 23, 2012 which is at the same time as one of our meetings; therefore, he recommended moving the October 23, 2012 meeting to Monday, October, 22, 2012.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to move the October 23, 2012 meeting to 8:00 a.m. on October, 22, 2012. Motion carried 3-0.

HALLOWEEN AT CENTRAL GREEN

Mayor Seitz said the Mayor's office wants to sponsor an event called Halloween at Central Green on October 28, 2012 from 6:00 p.m. to 7:30 p.m. He said this is a costume event for children up to fifth grade. A rain date for this event is scheduled for October 29, 2012. He asked permission to use Central Green for this public event.

A **motion** was made by Timothy Bell and seconded by David Prechtel to approve the request. Motion carried 3-0.

POLICE DEPARTMENT RETIREES

Mayor Seitz recognized two employees that will be retiring from the Jasper Police Department. Detective Sergeant Lisa Miller will be retiring about November 1, 2012. Gerald Gagne, who was present, is retiring today. Gagne was chief telecommunicator and helped with the traffic safety auxiliary program.

REPORT

Police Chief J. Michael Bennett distributed a copy of the August 2012 Jasper Police Department Activity Report for the Board to review.

CONDITIONAL OFFERS OF EMPLOYMENT

Police Chief J. Michael Bennett said last week they did interviews for a chief telecommunicator. They gave a conditional offer of employment to Rebecca Schmitt effective this Sunday.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to accept the conditional offer of employment to Rebecca Schmitt. Motion carried 3-0.

Bennett said they also conducted interviews for an administrative assistant and gave a conditional offer of employment to Courtney Greener effective October 5, 2012.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to accept the conditional offer of employment to Courtney Greener as administrative assistant at the Jasper Police Department. Motion carried 3-0.

REPLACE DETECTIVE SERGEANT

Police Chief J. Michael Bennett asked permission to start the hiring process to replace the detective sergeant that is retiring. The job opening will be posted internally.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to authorize the internal posting for the detective sergeant position. Motion carried 3-0.

DISTRICT 10 TRAINING

Assistant Police Chief Nathan Schmitt said he along with Officers Jeremy Burger and Adam Bower will participate in the District 10 Task Force transport

and security deployment training this Thursday at Muscatatuck. Schmitt said the part they are participating in lasts twelve hours and they will return on Friday.

Fire Chief Kenneth Hochgesang said he was asked to meet at the 92 mile marker along I64 to assist with this task for approximately four hours.

HIGH WEED COMPLAINTS

Fire Chief/Code Enforcement Officer Kenneth Hochgesang reported to the board the names of property owners and the locations that have been cited under 5.12.040 weed removal/notice. The names and locations are as follows:

Owner: Duetsche Bank Trust Co., 12001 Science Drive, Suite 110 Orlando, FL
Location: 3864 N Portersville Road

SALT BRINE MATERIAL QUOTES

Assistant Street Commissioner Jeff Theising presented the following quotes for a building material package for a salt brine building that will be built by the street department employees.

Blitz Builders	\$62,890.00
DC Metal Sales	\$62,696.51
B & A Construction	\$53,589.00

Theising said the specifications indicated the materials needed would be for a pole style building with the measurements of 62' x 72'. Some of the packages have material for buildings either 16 or 17 feet high. Theising said either size would be acceptable.

Theising said this project also needs to have styrofoam wall forms. The cost of this material from Betz Bros. is \$2,208.00.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to accept the low quote from B & A Construction for \$53,589.00 plus styrofoam wall forms from Betz Bros. for \$2,208.00. Motion carried 3-0.

SIDEWALK REPLACEMENT PROGRAM

City Engineer Chad Hurm asked permission to include another sidewalk in the 2012 Sidewalk Replacement Program. The sidewalk is located on the south side of Seventh Street between Clay and Seymour Streets. The total cost of this project including curb and gutter is \$7,027.00.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to add the sidewalk on the south side of Seventh Street from Clay to Seymour Streets to the 2012 Sidewalk Replacement Program. Motion carried 3-0.

EASEMENT

City Engineer Chad Hurm requested permission to accept an easement on behalf of a property owner along Savannah Drive. Twenty feet of this property owner's front yard is needed for a turn-around.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to authorize the preparation of an easement in Brookstone Estates II for a turn-around. Motion carried 3-0.

CITY MILL PARKING LOT

City Engineer Chad Hurm said he has prepared plans and specifications for a parking lot at the Jasper City Mill. He asked permission to proceed with seeking quotes for this parking lot.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to permit quotes to be secured for the Mill parking lot. Motion carried 3-0.

BATHROOM AT CENTRAL GREEN

Mayor Seitz announced that a bathroom facility will be constructed on the far west side of Central Green. This facility will be constructed and funded privately.

WEBSITE CONTRACT

Building Commissioner/Zoning Administrator Darla Blazey asked the Board to enter into a contract with EGov Strategies for a new city website for \$15,125.00. Blazey said this company has 15 years of government website design experience. She explained the many features available with this new website. She said it would take four to six months to build this website. A service maintenance fee for one year and training is included in the price. A maintenance fee of \$3,000.00 in year two and \$3,000.00 in year three would be charged.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to adopt a contract with EGov Strategies for \$15,125.00. Motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board, a **motion** was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 8:45 a.m.

The minutes were hereby approved ____ with X without corrections or clarification this 9th day of October, 2012.

Mayor Terry Seitz
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer